

# Request for ITQ Services Questions and Answers

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**1) Who are the approved vendors?**

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**2) How were the ITQ vendors selected?**

Representatives from business and IT from six agencies and one local government carefully evaluated proposals from 17 vendors. Vendors were evaluated based on their experience with delivering a fixed price project and their project management and software development processes. Additional information and reference checks were conducted on a shorter list of vendors with only 5 vendors meeting the minimum qualification of 70%.

**3) Does my agency need to negotiate terms and conditions with the ITQ vendor?**

No, the selected vendors have all signed agreements with the State of Iowa and have accepted the State of Iowa terms and conditions.

**4) How do I issue an ITQ request?**

- A. Post the request to the targeted small business site (TSB) with the restriction "This opportunity is restricted to ITQ qualified vendors."
- B. 48 hours after posting the notice to the TSB site send an email to **ALL five vendors** with the request for ITQ Services.
- C. Meet with all interested ITQ vendors (including Webinar/Conference Call) to discuss project requirements.

**5) *How is the ITQ vendor discussion different than a traditional bidder's conference?***

The vendor discussion should be an opportunity for the agency to demonstrate their existing system and walk through existing database information or source code with the purpose of having an open discussion with all interested vendors about the requirements for the project. The discussion is not a formal questions and answers session but is more open, collaborative and brainstorming session exploring options and approaches to addressing the application requirements.

**6) *What are the advantages to using the ITQ list instead of issuing an RFP to the general marketplace?***

ITQ vendors have been carefully evaluated and are considered to have solid practices for software development and a successful track record of delivering projects on time and on budget. The process of selecting a vendor (issuing the RFP and getting responses) should be a much shorter process and is intended to allow for more discussion with the collective group of vendors about the project needs. Custom development of a web or mobile application or development or maintenance of websites are the best fit for ITQ vendors.

**7) *When would an agency want to issue an RFP to the general marketplace?***

Agencies looking for specific technology or business expertise may prefer a bid to the general marketplace.

**8) *Can these companies provide website development in Drupal?***

Yes, although currently the vendors included on the ITQ list were not specifically identified for this skill set. These vendors may use subcontracted staff or other vendor partnerships to deliver the services.

**9) *Will the ITQ be reissued to allow other vendors to participate?***

Yes, it is ITE's intention to reissue the ITQ to select additional vendors, particularly those with Drupal experience. ITE does not intend to have a large list of ITQ qualified vendors. The State expects to build relationships with a trusted group of partners to allow agencies to build websites and applications quickly and with confidence about the outcome.